



Dear Vendor,

We are excited about our 5th Annual Light Up Arlington 2011. Light Up Arlington is a free, family oriented event held on July 3rd to build a sense of community within the City of Arlington by celebrating Independence Day. The event is from 6:00pm-10:30pm in Downtown Arlington and offers 2 live music venues, free children's area filled with inflatables, face painting, balloons artists, beer gardens and more which is concluded with a dynamic firework display. The first four years of the event were a huge success with over 20,000 in attendance at the actual event site.

Attached is the 2011 vendor application and rules for your review. We are extremely excited about this event and hope you can join in on the fun. We are limiting the number of vendors in attendance this year, so get your application and payment in today so you can help us celebrate Independence Day with a bang!

See you on the 3rd,

Whitney Chandler  
817-459-5494

Kristie Blackmon  
817-459-5466



## *5th Annual Light Up Arlington*

ORGANIZATION OR COMPANY: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_ PHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TYPE OF BOOTH: \_\_\_\_\_ EMAIL ADDRESS: \_\_\_\_\_

### **PLEASE LIST PRODUCTS YOU WILL BE SELLING AND YOUR PRICES:**

PRODUCT*	PRICE *

\*City of Arlington will not set prices or guarantee exclusivity of items sold. Cash will be used for festival.

### **VENDOR COSTS:**

ONE 10x10 BOOTH UP to 20 AMPS

**\$400.00 for one day festival July 3**

Any additional power may require additional fee.

\*Limited Prime Location Spaces Available for a higher fee. These spaces are available on a first come, first serve basis. For more information about these spaces, please contact Whitney Chandler.

### **ELECTRICAL REQUIREMENTS:**

APPLIANCE TYPE: \_\_\_\_\_ APPLIANCE USE: \_\_\_\_\_

VOLTAGE: \_\_\_\_\_ WATTAGE: \_\_\_\_\_ AMPERAGE: \_\_\_\_\_

DESCRIPTION OF ADDITIONAL ELECTRICAL NEEDS: \_\_\_\_\_

### **MAKE CHECKS PAYABLE TO CITY OF ARLINGTON. RETURN FORM AND PAYMENT TO:**

CITY OF ARLINGTON

ATTN: Whitney Chandler, Facility Center Manager

3200 Norwood Ln

Arlington TX 76013

**If you have any questions, call Whitney Chandler at (817) 459-5494.**

**Deadline for submitting application is June 17, 2011**

*I have read, understand and agree to the attached rules pertaining to the Light Up Arlington event.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



### **Vendors:**

- **No refunds will be given after applications are submitted.**
- Booth space is 10 x 10
- Booths are designated on a first come, first serve basis.
- Set up time will vary depending on booth location.
- All vendors must be unloaded and vehicles must be parked at designated location by 4:30pm on July 3, 2010.
- No vehicles will be permitted into the event site after 4:30pm for drop off or pick up until after the conclusion of the event at 10:30pm.
- No merchandise outside of designated booth space.
- Food vendors must acquire a City of Arlington food permit.
- You will be required to supply your own chairs, tables, display boards, etc.
- The City of Arlington reserves the right to request the removal of any items deemed to be illegal or in poor taste. Vendors considered to be in violation may be asked to leave the premises immediately. Additional electrical equipment must be compliant with event standards.
- The City of Arlington is not responsible for duplication of items among vendors.
- The City of Arlington is not responsible for any stolen, damaged, or lost products, materials or supplies during your stay.
- No fireworks will be sold.
- No Glow-in-the Dark, light up toys or other lighted merchandise may be sold by any vendor other than pre-approved vendors who have purchased a premier level of booth space at the rate of \$800.
- The City of Arlington reserves the right to postpone or cancel the event due to inclement weather.
- The general location for the event is Downtown Arlington near the intersection of Center Street and Abram Street.